

CLAY COUNTY BOARD OF COMMISSIONERS

Tuesday, November 26, 2013

8:30 a.m.

County Board Room – 3rd Floor – Courthouse

MINUTES

The Clay County Board of Commissioners met in regular session with all Commissioners present: Campbell, Evert, Gross, Ingersoll and Weyland. County Administrator Brian C. Berg and Senior Administrative Assistant Vicki Reek were also present.

APPROVAL OF AGENDA

On motion by Campbell, seconded by Weyland, and unanimously carried, the agenda was approved with the addition of a revised schedule for County Board meetings in December.

AUTHORIZATION TO ENTER INTO ARCHITECTURAL CONTRACT FOR MOTOR VEHICLE
DEPARTMENT RENOVATION PROJECT

By consent agenda, the Board authorized execution of an architectural contract with Michael J. Burns Architects for the Motor Vehicle Department renovation project.

CITIZENS TO BE HEARD

There were no citizens present who wished to address the Board.

APPROVE PAYMENT OF BILLS AND VOUCHERS

On motion by Weyland, seconded by Evert, and unanimously carried, the bills and vouchers were approved for payment.

INCOME MAINTENANCE PROGRAMS REVIEW

Social Services Director Rhonda Porter, Social Services Supervisor Mary Luhman-Olsen, Social Services Supervisor Larry Young, and Teresa Hazeman, Rural MN Concentrated Employment Program were present to update the board regarding staffing of the financial unit, state and federal programs administered, case load trends, etc. The Minnesota Family Investment Program's Biennial Service Agreement was reviewed, which delineates how Clay County will use allocated funds. The Board was advised that staff members are involved in the training process for the MNSure Program.

APPROVAL OF MEMORANDUM OF UNDERSTANDING WITH CITY OF MOORHEAD FOR
CSAH 3 (11th STREET NORTH) MILL AND OVERLAY PROJECT

County Engineer David Overbo presented a Memorandum of Understanding between Clay County and the City of Moorhead, which describes the responsibilities of each entity for a 2014 mill and overlay project on CSAH 3 (11th Street North).

On motion by Campbell, seconded by Evert, and unanimously carried, the Board authorized execution of the Memorandum of Understanding with the City of Moorhead as described above.

APPROVAL OF MEMORANDUM OF UNDERSTANDING WITH CITY OF HAWLEY FOR
IMPROVEMENTS ON HOBART/MAIN STREET IN HAWLEY

County Engineer David Overbo requested the Board's approval of a Memorandum of Understanding between the City of Hawley and Clay County which describes the responsibilities of each entity for a street improvement project on Hobart/Main Streets in Hawley, with an engineer's estimate of \$98,688. The Highway Tracking Committee has reviewed the proposed Memorandum of Understanding and suggested the County's financial responsibility for the project be capped at \$60,000.

On motion by Evert, seconded by Campbell, and unanimously carried, the Board authorized execution of the Memorandum of Understanding with the City of Hawley for the improvement project on a portion of Hobart/Main Street, with the County's share not to exceed \$60,000.

APPROVAL OF OUT OF STATE TRAVEL

On motion by Gross, seconded by Evert, and unanimously carried, the Board approved out of state travel for the County Engineer and Assistant County Engineer to attend the National County Engineers Association conference in Baton Rouge, LA, April 13-17, 2014. Funding for the conference is included in the 2013/2014 budgets.

APPROVAL TO FILL VACANCY IN SHERIFF'S DEPARTMENT

Chief Deputy Sheriff Matt Siiro informed the Board that Sergeant Brian Norberg has submitted his resignation after 29 years of service to the Clay County Sheriff's Department, effective December 31, 2013. Chief Deputy Siiro requested Board approval to promote from within to fill the Sergeant position and to fill the vacancy created by the promotion.

On motion by Campbell, seconded by Weyland, and unanimously carried, the Board authorized promotion from within the Sheriff's Department to fill the Sergeant position and to fill the resultant vacancy.

APPROVE REVISED COUNTY BOARD MEETING SCHEDULE FOR DECEMBER

On motion by Weyland, seconded by Gross, and unanimously carried, the Board approved the following meeting schedule for December:

December 3 – 8:30 a.m. County Board

December 5 – 6:00 p.m. County Board/Public Information & Citizen Input re: 2014
Levy & Budget

December 8-11 – AMC Conference (No meeting this week)

December 17 – 8:30 a.m. County Board

December 23-27 (No meeting this week)

December 31 – 8:30 a.m. County Board

COMMITTEE REPORTS/COUNTY ADMINISTRATOR UPDATE

Commissioner Weyland attended a meeting of the Council on Aging.

Commissioner Gross attended meetings of the FM Council of Governments and Family Healthcare, as well as a meeting with the City of Hawley regarding street improvements.

Commissioner Campbell attended meetings of the Highway Tracking Committee and Solid Waste Advisory Committee.

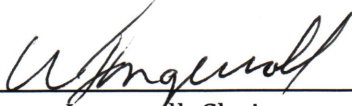
Commissioner Evert attended meetings of the Highway Tracking Committee, Solid Waste Advisory Committee, Basin Commission Executive Committee, Joint Powers for Local Water Planning, and the Round Table for Local Water Planning.

Commissioner Ingersoll attended meetings of the Local Advisory Council for Adult Mental Health and Lake Agassiz Regional Library.

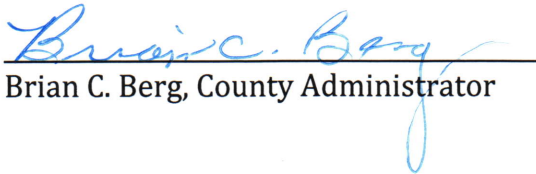
County Administrator Brian Berg updated the Board regarding labor contract discussions, the 2014 Budget, Solid Waste Advisory Committee, FM Diversion, Motor Vehicle Department renovation, law enforcement in the City of Dilworth, and the upcoming AMC conference.

ADJOURN

The meeting adjourned at 10:00 a.m.



Wayne Ingersoll, Chair
Clay County Board of Commissioners



Brian C. Berg, County Administrator